

FOUR LAKES WATER DISTRICT NO. 10
Spokane County, Washington
January 1, 1992 Through December 31, 1992

Schedule Of Federal Findings

1. The District Should Adopt A Drug-Free Workplace Policy

The district did not adopt a formal drug-free workplace policy as required by the agreement for its Community Development Block Grant.

The general terms and conditions, which are part of the Subrecipient Agreement entered into by Spokane County through its Community Development Department and the district, contain the following condition in paragraph XIV, Drug-Free Workplace Act of 1988:

The Subrecipient will comply with the Drug-Free Workplace Act of 1988, P.L. 100-690, and shall certify that they will maintain a drug-free work place and develop and implement organizational policies and procedures as required by the Drug-Free Workplace Act of 1988, related laws and regulations.

According to the Act, the grantee certifies that it will provide a drug-free workplace by:

- a. Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against the employees for violation of such prohibition.
- b. Establishing an ongoing drug-free awareness program.
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the drug-free policy statement.
- d. Notifying the employee in the drug-free policy statement that, as a condition of employment under the grant, the employee will abide by the terms of the statement and notify the employer in writing of any criminal drug statute conviction for a violation occurring in the workplace.
- e. Notifying the federal agency of convictions of employees.
- f. For any employee convicted, taking appropriate personnel action or requiring the employee to participate in a drug abuse assistance or rehabilitation program.

Without a drug-free workplace policy, the district is not in compliance with the terms and conditions of its subrecipient agreement for a Community Development Block Grant.

The district had no prior experience with federal grants and was overwhelmed by the many requirements associated with a federal grant.

We recommend the district, should it apply for a federal grant in the future, adopt a drug-free workplace policy and implement an ongoing drug-free awareness program meeting the requirements of the act.